

**DEPARTMENT OF SOCIAL AND HEALTH SERVICES  
HEALTH AND RECOVERY SERVICES ADMINISTRATION  
Olympia, Washington**

**To:** HIV/AIDS Case Managers  
Managed Care Organizations

**Memorandum No: 06-88**  
**Issued:** November 7, 2006

**From:** Douglas Porter, Assistant Secretary  
Health and Recovery Services  
Administration (HRSA)

**For information, contact:**  
800.562.3022 or  
<http://maa.dshs.wa.gov/contact/prucontact.asp>

**Subject: Title XIX Targeted HIV/AIDS Case Management and Deficit Reduction Act.**

To be in compliance with the Deficit Reduction Act (DRA), the Department of Social and Health Services (DSHS) requires Title XIX HIV/AIDS case management providers to:

- Develop a care plan, make referrals, and monitor the service plan goals and activities as part of their HIV/AIDS case management services. This does not include direct delivery of services;
- Confirm match dollars;
- Review and understand the eligibility and billing requirements for HIV/AIDS case management listed in WAC 388-539-0300 and WAC 388-539-0350; and
- Document all encounters properly.

The purpose of this memorandum is to help Title XIX HIV/AIDS case management providers ensure that they continue to meet the requirements of the Deficit Reduction Act of 2005.

### **What is the Deficit Reduction Act of 2005?**

On February 8, 2006, President Bush signed the Deficit Reduction Act (DRA) of 2005. The mandatory spending continues to support entitlement programs, such as Medicare, Medicaid and Social Security. [Click to read more about the DRA.](#)

### **What does this mean for Title XIX Targeted Case Management (TCM)?**

The TCM funding is an optional benefit under the Medicaid state plan. Washington received TCM funds for people living with HIV/AIDS. In order to keep TCM funds for people living with HIV/AIDS, we need to be compliant with the federal law to continue receiving TCM funds.

**Are we meeting the requirements for TCM as described by the DRA?**

Yes! Currently DSHS's Title XIX Target Case Management for HIV/AIDS is in accordance with the DRA definition for case management.

**How can our agency continue to ensure that we are using Title XIX dollars appropriately?**

DSHS HRSA is requiring HIV/AIDS case management providers to follow the steps listed below to ensure compliance with Title XIX TCM.

- Develop a care plan, make referrals, and monitor the service plan goals and activities as part of their HIV/AIDS case management services. This does not include direct delivery of services.
- Confirm that *non-federal* match dollars are secured and being utilized for the state match.

Note: Providers can call DOH HIV Client Services to find out how to confirm match dollars. See the contact information below.

- Review and understand the eligibility and billing requirements for HIV/AIDS case management listed in WAC 388-539-0300 and WAC 388-359-0350.
- Document all encounters properly; and
- Contact DOH HIV Client Services, see table below, if you have any questions regarding eligibility, billing, or documentation.

**Department of Health – HIV Client Services**

Telephone	Fax	Address
877.376.9316 (toll-free) 360.236.3426	360.664.2216 (Do not fax confidential material)	PO Box 47841 Olympia WA 98504-7841
Providers can call DOH HIV Client Services at 360.236.3457 to confirm match dollars.		

## How do I conduct business electronically with DSHS HRSA?

You may conduct business electronically with DSHS HRSA by accessing the WAMedWeb at <http://wamedweb.acs-inc.com>.

## How can I get DSHS HRSA's provider documents?

To obtain DSHS HRSA's provider numbered memoranda and billing instructions, go to DSHS HRSA's website at <http://maa.dshs.wa.gov> (click on the *Billing Instructions/Numbered Memoranda* or *Provider Publications/Fee Schedules* link).

To request a free paper copy from the Department of Printing:

1. **Go to:** [www.prt.wa.gov](http://www.prt.wa.gov) (Orders filled daily.)
  - a) Click *General Store*.
  - b) If a **Security Alert** screen is displayed, click **OK**.
    - i. Select either *I'm New* or *Been Here*.
    - ii. If new, fill out the registration and click *Register*.
    - iii. If returning, type your email and password and then click *Login*.
  - c) At the **Store Lobby** screen, click *Shop by Agency*. Select *Department of Social and Health Services* and then select *Health and Recovery Services Administration*.
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2. **Fax/Call:** Dept. of Printing/Attn: Fulfillment at FAX 360.586.6361/ telephone 360.586.6360. (Orders may take up to 2 weeks to fill.)